

**SECRET**OSA-4243-63  
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NEXT REVIEW DATE: 2011  
AUTH: HR 70-2  
DATE: 6/14 REVIEWER: 

8 August 1963

MEMORANDUM FOR : Audit Liaison Officer

SUBJECT : Requests for Audits at  
Eastman Kodak Company

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1. It is requested that final cost and property audits be made on the following completed contracts at Eastman Kodak Company:

- a. Contract No. PO-1200 - Labor-hour contract for operation of the processing facility.
- b. Contract No. HF-CJ-2219 - Labor-hour contract for technical assistance to FOG facilities.
- c. Task Order No. 1 to CPFF Contract EG-400.
- d. Task Order No. 4 to CPFF Contract EG-400.
- e. Task Order No. 5 to CPFF Contract EG-400.
- f. Task Order No. 7 to CPFF Contract EG-400.

2. With respect to Contracts Nos. PO-1200 and HF-CJ-2219, it is requested that verification of deliveries to and acceptance by the Government be made for all material charges under these contracts. In the absence of actual receiving and acceptance documentation, a certificate should be obtained from  to the effect that all materials were delivered to the Government and used in the performance of Contracts Nos. PO-1200 and HF-CJ-2219.

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3. In addition to the above, it is requested that the total cumulative billings under Contract No. HF-CT-697 from inception through 30 June 1962 be determined in order that any surplus funds may be liquidated. The total amount obligated under Contract HF-CT-697 for this period is

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4. If time permits, interim audits on CPFF Contracts No. KO-136 and PO-1800 may also be made.

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[Redacted Signature]

Contracting Officer, OSA

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